

Position Description



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| Position | State Program Coach |
| Business Division | Tennis Victoria |
| Employment Status | Casual (Contract) – coach to invoice Tennis Victoria |
| Total Package | Negotiable based on coaching experience and qualifications and programs supported |
| Location | Melbourne Park, Olympic Boulevard, Melbourne and various regional Locations. May also be required to work at other locations and training venues. |
| Date | January 2015 |

1. Position Purpose

The State Program Coach is responsible for assisting the delivery of State programs delivered by Tennis Victoria that support a range of ages and playing standards for Victorian players. The purpose of this role is to assist in the support and retention of players in the Tennis Victoria/Tennis Australia Athlete Development pathway and Project Talent to develop their skills through the promotion and delivery of various training and playing opportunities.

2. Reporting and Liaison

a. Reporting to:

Player Development Coordinator – within the Tennis Operations Division

b. Positions Reporting to Job Holder:

Not applicable

3. Key Relationships

a. Internal:

Executive Manager – Tennis Operations at Tennis Victoria
Player Development Coordinator – Tennis Victoria
Other Tennis Victoria and Tennis Australia staff

b. External:

Tennis Australia
Regional Academies of Sport Executive officers
Private coaches and other privately funded tennis deliverers
Players
Parents

4. Authorities for Decision Making

Authority

N/A

5. Key Responsibilities & Performance Measures

| No. | Key Responsibilities |
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| (ii) | <p>Future Stars Program</p> <ul style="list-style-type: none"> Assist with co-ordination and delivery of all aspects of the Future stars program including planning, delivery and ongoing review (up to 12hrs per week during school terms) Provide logistical support to the Future Stars program as required Communicate and support the Talent Development Coach network You may also be required to provide tournament support at various locations as directed by TV in the performance of your duties. Provide coach and logistical support for up to 3 Future Stars inter-state tours annually as required |
| (ii) | <p>Regional Academies of Sport</p> <ul style="list-style-type: none"> Oversee and deliver the annual Tennis programs across several Regional Academies of Sport. (Delivered across regional Victoria, primarily delivered on weekends – up to 60hrs on-court annually) Ensure RAs are fully informed of all player development issues through regular communication and meetings including attendance at selection trials Communicate regularly with relevant stakeholders via telephone and email, including players, parents, private coaches and other regional contacts. |
| (iii) | <p>Player Support Program</p> <ul style="list-style-type: none"> Provide on-court coaching for the Player Support Program (approx 3 hours per school term on court) |
| (iv) | <p>State Teams</p> <ul style="list-style-type: none"> Manage and provide on-court coaching to Victorian State Teams in National Teams events as required. |
| (vi) | <p>Other duties as required</p> |

6. Knowledge & Skills, Qualifications, Competencies, Behaviour & Attributes

| Knowledge & Skills |
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| <ul style="list-style-type: none"> Proven experience working with high performance athletes Good knowledge of best practice in a range of sports Highly effective organisational and communication skills. Ability to be creative, innovative and adaptable in designing and implementing training sessions. Tennis Coaching and touring team management experience High level of computer literacy – TA Technical App knowledge preferable Proven knowledge and understanding of technical, physical and mental skills development for junior players and on-court decision-making strategies Ability to manage, evaluate and relate to personnel and players |
| Qualifications |
| <ul style="list-style-type: none"> Degree in Sports Administration / PE or Human Movement (preferred) Tennis Coaching qualification – Club Professional or higher – (preferred) Tennis Australia Coach Membership (essential) |
| Competencies, Behaviours & Attributes |
| <ul style="list-style-type: none"> Well presented and articulated Team player and desire to maintain positive working relationships Ability to work across a variety of stakeholders and engage various groups and individuals where appropriate To identify and build strategic alliances and networks with people and organisations external to Tennis Victoria. |